

DEPARTMENT OF MENTAL HEALTH AND ADDICTION SERVICES
JOB OPPORTUNITY
DIETARY TECHNICIAN

[PLEASE FOLLOW THE SPECIFIC APPLICATION FILING INSTRUCTIONS AT THE BOTTOM OF THIS PAGE!](#)

Open To: State Employees

Location: Connecticut Valley Hospital ~ Dietary ~ ASSD – Tray Line – Battell Hall
Middletown, CT

Job Posting No: CV-82580

Hours: Sunday, Monday and Tuesday ~ 5:00 a.m. to 6:00 p.m. – 37.5 hours weekly

Annual Salary Range: TC-15: \$41,180.00 - \$53,645.00

Closing Date: April 17, 2014

Duties may include but not limited to: Oversees therapeutic diet line operation under direction of dining room supervisor & dietician. Ensures prescribed diets are properly assembled and distributed, maintaining quality control standards for temperature, sanitation and appearance. Performs meal service, meeting menu objectives for the agency; has the ability to perform a variety of administrative production related tasks; provides for a safe, efficient productive trayline; coordinates food service area workflow and determines priorities; schedules, assign, oversees and reviews work; establishes and maintains food service area procedures; provides staff training and assistance; conducts or assists in conducting performance evaluations; acts as liaison with operating units, agencies and outside officials regarding unit policies and procedures; prepares reports and correspondence; keeps records, maintains adequate supplies; may make recommendations on policies or standards; performs related duties as required.

Eligibility Requirement: State employees who possess the general and special experience and training, currently hold the above title or those who have previously attained permanent status in the above title may apply.

General Experience: Two (2) years of experience in the preparation and serving of food on a large scale.

Special Experience: One (1) year of the General Experience must have been in the clinical area of a hospital or institution food service.

Substitution Allowed: Completion of courses approved by the Academy of Nutrition and Dietetics which satisfy the requirements for an Associate's Degree in Dietary Technology may be substituted for the General Experience.

Physical Requirements: Incumbents in this class must have adequate physical strength, stamina, physical agility and visual and auditory acuity, and must maintain such physical fitness as to be able to perform the duties. Incumbents must be free from communicable diseases. A physical examination may be required.

Working Conditions: Incumbents in this class may be required to lift moderate weights; may be exposed to some risk of injury from kitchen equipment and from patients and/or clients.

Note: The filling of this position will be in accordance with reemployment, SEBAC, transfer, promotion and merit employment rules, if applicable.

To be considered for this position:

1. **DMHAS employees who are lateral transfer candidates** (example: Cook applying to a Cook posting) must submit a completed DMHAS Lateral Transfer Form. Lateral Transfer Request Forms received without a position number will not be processed.
2. **DMHAS employees who are applying for a promotion or demotion** must submit the State of Connecticut Application for Examination and Employment (CT-HR-12). The position number must be noted at the bottom of Page One of the State of Connecticut Application (CT-HR-12).
3. **All other State Employees** must complete a State Employment Application for Examination and Employment (CT-HR-12). Resumes and Curriculum Vitae can be provided as supplemental information but will only be accepted if attached to a fully completed application.

Application Instructions: Interested and qualified candidates who meet the above requirements should submit a cover letter, a resume, and an Application for Employment to:

EMAIL: CVH-RECRUIT@CT.GOV ~ FAX: (860) 262-5055
Connecticut Valley Hospital
Office of Human Resources ~ ATTN: Recruitment
P.O. Box 351 ~ Middletown, CT 06457

AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER

The State of Connecticut is an equal opportunity/affirmative action employer and strongly encourages the applications of women, minorities, and persons with disabilities. NP-2

